

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

April 6, 1999

FROM: **JOHN MICHAELSON**, Assistant County Administrator
 Social Services Group

SUBJECT: **EMPLOYMENT CONTRACT WITH JANICE SMITH, PROGRAM
 COORDINATOR, CHILDREN'S FUND**

RECOMMENDATION: Approve employment contract with Janice Smith, Program Coordinator, Children's Fund.

BACKGROUND INFORMATION: The Department of Children's Services (DCS) has developed a long range plan to identify the needs of children at risk in San Bernardino County who are not currently being provided for by governmental agencies. The plan will ensure that their needs are met on an on-going basis. In order to accomplish this, DCS requires the assistance of an individual with the skill and experience to identify these needs and ensure implementation of the plan.

This individual, who will serve in the capacity of a Program Coordinator, will develop and identify resources to assist children at risk, and will facilitate service delivery. Ms. Smith brings the required skill and knowledge to assist the Director who is charged with the plan implementation. This agreement shall be effective April 9, 1999 through April 9, 2000.

REVIEW BY OTHERS: The contract has been reviewed by County Counsel (Andy Hartzell) and Human Resources--Employee Relations.

FINANCIAL IMPACT: Contractor shall be reimbursed approximately \$30,930 for the twelve-month period of the contract plus standard benefits from the SSG Administration Budget. Funding for the contract has been allocated in the 98/99 budget and will be allocated in the 99/00 budget. It will be fully reimbursed from State and Federal sources with the local share already met by the State mandated maintenance-of-effort for the various Social Services Programs.

SUPERVISORIAL DISTRICT(S): ALL

PRESENTER: John Michaelson, Assistant County Administrator, Social Services Group

Record of Action of the Board of Supervisors